

FIRE OFFICER II

The certification to this level will require the following:

- Step 1- Fulfill the examination entrance criteria
- Step 2- Submission and acceptance of an application and fee by the deadline date.
- Step 3- Successful completion of a written examination.

STEP ONE- EXAMINATION ENTRANCE CRITERIA

Examination entrance criteria for this level is the following:

- 1- At least 18 years of age at the time of the examination.
- 2- Possess a high school diploma or GED at the time of the examination.
- 3- Be a member of the Massachusetts fire service. (See examination application section three (3) for details.)
- 4- Examination prerequisites...

- All Firefighters** must be certified to the level of Fire Officer I and Fire Instructor I by the Massachusetts Fire Training Council OR received reciprocal credit from either the National Board on Fire Service Professional Qualifications, Inc. OR the International Fire Service Accreditation Congress.
- **Fire Officers** appointed to the officer rank of Lieutenant, Captain, or any Chief Officer on or after January 1, 1995 and serving in that officer rank at the time of application must be certified to the level of Fire Officer I and Fire Instructor I by the Massachusetts Fire Training Council OR received reciprocal credit from either the National Board on Fire Service Professional Qualifications, Inc. OR the International Fire Service Accreditation Congress.
- **Fire Officers** appointed to the officer rank of Lieutenant before January 1, 1995 and serving in that officer rank at the time of application must be certified to the level of Fire Officer I and Fire Instructor I by the Massachusetts Fire Training Council OR received reciprocal credit from either the National Board on Fire Service Professional Qualifications, Inc. OR the International Fire Service Accreditation Congress.
- **Fire Officers** appointed to the officer rank of Captain or any Chief Officer prior to January 1, 1995 and serving in that officer rank at the time of application must submit the "Fire Officer Prerequisite" form completed by the Chief of Department.

STEP TWO- APPLICATION PROCEDURE

The attached application form must be used and the form may be duplicated. The application, "Fire Officer Prerequisite" form, if applicable, and fee must be submitted and received at the Massachusetts Firefighting Academy no later than the deadline date noted in the examination schedule. The fee must be in the form of a personal check, bank draft, money order, municipal check, or municipal purchase order made to the order of the Massachusetts Firefighting Academy Trust Fund. All others will be rejected. Upon acceptance, the candidate will be assigned to the examination date requested on the application. All applicants will be notified by mail and if accepted will be supplied with all examination procedures.

STEP THREE- WRITTEN EXAMINATION

This section will consist of 150 multiple choice questions given in a 180 minute period designed to examine the knowledge of basic skills required by NFPA Standard 1021 for Fire Officer II, 1997 edition, in the following subject areas: General, Human Resource Management, Community and Government Relations, Administration, Inspection and Investigation, Emergency Service Delivery, and Safety.

The reference materials from which the questions for this written examination will be drawn are the following manuals.

IFSTA Fire Department Company Officer, third edition
IFSTA Fire Inspection and Code Enforcement, sixth edition
IFSTA Fire Department Safety Officer, first edition
IFSTA Private Fire Protection and Detection, second edition
NFPA 921, 1998 edition

When available, specific chapters for each reference manual will be provided in the candidate's acceptance letter.

SAMPLE QUESTIONS

The following are sample questions to represent most of the **type** of questions a candidate will be asked to answer during the written examination.

1. For a candidate for this level of certification to be successful, he or she must do the following.
 - A. Take the examination process seriously.
 - B. Read all documentation carefully.
 - C. Study all references and applicable skill sheets closely.
 - D. All of the above.

2. This leadership style has a moderate concern for production and for people?
- A. Single-issue.
 - B. Middle-of-the-road.
 - C. Direct-issue.
 - D. Bureaucratic.
3. Long-range plans and goals...
- A. extend for periods of time up to twenty years.
 - B. attempt to anticipate how the department will best serve the community.
 - C. Both A and B
 - D. might indicate the need for a new fire station within six months.
4. A method of solving problems is called the...
- A. four-step process.
 - B. five-step process.
 - C. six-step process.
 - D. eight-step process.
5. The process of gathering and evaluating information, probabilities, and resources of a situation defines...
- A. the action plan.
 - B. the size-up.
 - C. the incident command system.
 - D. the strategic goals.

ANSWERS

1. B 2. B 3. C 4. D 5. B

PASS/FAIL CRITERIA:

Candidates must achieve at least a 70% on this examination to receive a passing score leading to certification.